

YELLOWHEAD COUNTY
COUNCIL POLICY AND PROCEDURE
COUNCIL PROCLAMATIONS

Policy Statement

On occasion, the Council may wish to prepare proclamations in order to advise the public of the municipality's position on issues of importance, interest and/or benefit to a significant number of the residents of the Yellowhead County.

Legislation

N/A

Guidelines and Objectives

1. Requests for proclamations received from charitable and non-profit organizations for the purpose of :
 - a) increasing public awareness of their causes and/or to promote fund raising activities, and
 - b) to support major sporting, cultural and entertainment programs of significance to the residents of the Yellowhead County,

will be considered by the Council.

Requests for proclamations for civic initiatives will also be considered by the Council.

2. Requests for proclamations will only be granted if they benefit the community as a whole. Subjects of a commercial or partisan nature do not qualify. Recognition of individuals, similar-subject proclamations and not-for-profit events sponsored by commercial organizations are sometimes considered.
3. Consideration will be given to offering letters of recognition, messages or certificates to groups which do not receive a proclamation but are worthy of recognition.
4. The Yellowhead County does not incur any expenses relating to the advertising or promotion of proclamations unless the proclamation is initiated by the Yellowhead County. Groups are responsible for organizing related activities and all associated costs.

**APPROVED: October 22, 1996
RESOLUTION # 670-11-10-96**

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1. Council reviews the text of the proposed proclamation.
2. Council either approves the request for proclamation and makes a motion in that regard, or, Council denies the request for proclamation.
3. Council authorizes the Reeve to sign all proclamations and the Municipal Secretary to seal all proclamations after they have received Council approval.
4. Approvals and refusals of requests for proclamations will result in Administration sending the requester a letter with the signed proclamation; or a letter advising that the request for proclamation was refused.
5. Proclamations will only be advertised if directed by Council.

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